

COLLEGE EXECUTIVE COMMITTEE MEETING

Tuesday, May 12, 2015 • 1:30 p.m. – 2:30 p.m. • N-206

Members: Hsieh, Bell, Bennie, Ramsey, Haidar, McMahon, Allen, Hubbard, & Light

Attendees: Beitey, Jacobson, Irvin, & Miramontez

- A. Approval of the Agenda
- B. Approval of Previous Minutes
- C. Guests/Introductions
- D. Updates from the Chancellor's Cabinet
- E. New Business

#	Item	*Strategic Goals	Initiator
1	Convocation Fall 2015 – Planning Dialogue (carry over item from 5/5/15 CEC meeting)	1	Miramontez
2	2015-16 Annual Planning Calendar (attachment)	1	Miramontez
3	CGC Recommendations: <ul style="list-style-type: none">• Website Subcommittee• Curriculum Committee• Staff Development Committee	1	McMahon
4	Faculty Co-chairing of Contract Faculty Hiring Committees (attachment)	1	Haidar

F. Old Business

#	Item	*Strategic Goals	Initiator
1	Program Processes	1	Haidar
2	Accreditation	1	Miramontez & Woods

G. Place Holders

#	Item	*Strategic Goals	Initiator
1	2015-16 BSI Action Plan	1	Ascione

H. Reports

(Please limit each following report to two minutes maximum. If you have any handouts, please e-mail them to Briele Warren ahead of time to be included for distribution electronically).

- Academic Senate
- Classified Senate
- Associated Student Council
- District Governance Council
- District Strategic Planning Committee
- District Budget Committee
- College Governance Committee

I. Announcements

J. Adjourn

As a courtesy, please let the College and Academic Senate Presidents know if you will be unable to attend the meeting.

*** San Diego Miramar College 2013 – 2019 Strategic Goals**

Goal 1: Provide educational programs and services that are responsive to change and support student learning and success.

Goal 2: Deliver educational programs and services in formats and at locations that meet student needs.

Goal 3: Enhance the college experience for students and the community by providing student-centered programs, services and activities that celebrate diversity and sustainable practices.

Goal 4: Develop, strengthen and sustain beneficial partnerships with educational institutions, business and industry, and our community.

Please also see <http://www.sdmiramar.edu/institution/plan> for **San Diego Miramar College 2013-2019 Strategic Plan**

San Diego Miramar College

Annual Planning Calendar – 2015-2016 Draft

	Target Dates	Action	Responsible Party
2015	August	Provide Program Review Data	Research and Planning Analyst
	September	Reaffirm planning cycle with all constituency groups	PIEC Co-Chairs
	August -September	Program Review reports generated by authors (Taskstream)	Department Chairs/Supervisors
	September XX	Accreditation Self-Evaluation Draft 1 due	Accreditation Steering Committee
	September 11th	Request allocation of new discretionary resources	VPA/BRDS Co-chairs
	October 2nd	Input Program Review reports into Taskstream	Department Chairs/Supervisors
		Discuss Program Review reports with appropriate administrator	Department Chairs/Supervisors
	October 14th	Submit RFFs to BRDS	Deans/VPs
	October XX	Public Forum Round 1 (PFR 1)	Accreditation Steering Committee
	October 16th	Annual update – School/Administrative Units/Student Services Programs goals and objectives	School Deans
	October 30th	Annual update - Division/President Office goals and objectives	VPA, VPI, VPSS, President's Office
	November XX	Accreditation Self-Evaluation Draft 2 due	Accreditation Steering Committee
	November 13th	Annual update - Develop Division/President Office priorities	VPA, VPI, VPSS, President's Office
		Submit information copy of prioritized classified employee hiring list to Classified Senate President	VPA
	December XX	Public Forum Round 2 (PFR 2)	Accreditation Steering Committee
	December 4th	Submit summary of Program Review reports/Annual Division/President's Office plan updates at the College Executive Committee (CEC)	VPA, VPI, VPSS, President's Office
		Submit prioritized classified employee hiring list to College President	VPA, VPI, VPSS
		Submit prioritized faculty hiring list to the College President	Faculty Hiring Committee / Academic Senate President
	December 8th	CEC approves BRDS RFF prioritized list/new discretionary allocation	CEC
Submit prioritized classified employee and faculty hiring lists to CEC, as information		College President	
2016	December 11th	Submit requisitions for CEC-approved RFFs to Business Office	RFF Originators
	December 11th	Submit updated discretionary budget worksheets to appropriate VP with supporting goals and objectives	Deans / Managers
		Post annual updates of the Division/President's Office six year plans to the Planning Website	VPA, VPI, VPSS, President's Office
	January 15th	Distribute discretionary budget worksheets	Business Office
	February XX	Accreditation Self-Evaluation Draft 3 due	Accreditation Steering Committee
	February 11th	Submit updated status report on College outcome data to CEC for annual ACCJC report	Outcomes & Assessment Facilitator
	February 26th	Start to review annual planning calendar	PIEC
	March XX	Public Forum Round 3 (PFR 3)	Accreditation Steering Committee
	March 11th	Annual College-wide Planning Summit	PIEC
March 27th	Finalize annual planning calendar to CEC	PIEC	

March 31st	Approve discretionary budget worksheets and submit to Business Services	VPA, VPI, VPSS, President's Office
April XX	Accreditation Self-Evaluation Draft 4 due	Accreditation Steering Committee
April 8 th	Submit Department Chair worksheets & FTEF allocation to Business Services	VPI
April 14th	Tentative discretionary funds allocation due to District	Business Services
	Department Chair worksheets due to District	
May 3rd	Review tentative budget	College President/ President's Cabinet
May 24th	Review re-assigned time worksheet	College President/ President's Cabinet
May XX	Finalize Self-Evaluation Report	Accreditation Steering Committee
August 30th	Submit updated status report on College outcome data to CEC	Outcomes & Assessment Facilitator

Approved by CEC X/XX/15



Miramar College Academic Senate
10440 Black Mountain Road, San Diego, CA, 92126

15.03.03 Resolution on Co-Chairs for Contract Faculty Hiring Committees

Mover: Daphne Figueroa, Past President; Executive Committee Member

Seconded: Buran Haidar, President; Academic Senate

Whereas, the hiring of contract faculty members is of utmost importance to the long term vitality and viability of programs and disciplines; and

Whereas, the composition of contract faculty hiring/search committees typically includes discipline faculty, approved by the Academic Senate President, and the discipline dean or designee, appointed by the College President; and

Whereas, the interviews with candidates who are finalists typically include the College President, Vice President of Instruction or Student Services, and the administrative co-chair of the contract faculty hiring committee; and

Whereas, the interviews with candidates who are finalists often involve questions pertaining to the candidates' knowledge of faculty roles in college governance, accreditation, and curriculum and/or program development;

Therefore, be it resolved that the San Diego Miramar College Academic Senate recommends that all contract faculty hiring/search committees should have both a faculty and an administrative co-chair; and

Be it further resolved that both the faculty and administrative co-chairs should be present with the College President and appropriate Vice President during the interviews with the candidates who are finalists.